



U.S. FISH AND WILDLIFE SERVICE OFFICE OF INTERNATIONAL AFFAIRS AFRICAN ELEPHANT CONSERVATION FUND

REQUEST FOR PROPOSALS - 2000

The U.S. Fish and Wildlife Service (FWS) invites submission of grant proposals for the conservation of the African elephant throughout its range. This program supports projects which develop local ability to manage, conserve, research, or protect the African elephant through the provision of funding, training, and equipment.

Background

The African Elephant Conservation Act (AfECA) was enacted in October 1988 in response to the alarming decline of the African elephants since the mid-1970's. This act provides for two actions: (1) the review of African elephant conservation programs in each ivory producing country and the establishment of a moratorium on the import of ivory from any country that fails to maintain an adequate elephant conservation program, and (2) the establishment of an African Elephant Conservation Fund (AfECF) to provide financial assistance to support protection, conservation, research, and management of African elephants.

Purpose

The purpose of the grant program is to assist in the conservation of African elephants by enhancing: **protection of at-risk elephant populations; cross-border elephant issues; habitat/ecosystem conservation and management; applied research on elephant populations and habitat including surveys and monitoring; conservation education; protected area/reserve management in important elephant range; development and execution of elephant conservation action plans; and efforts to decrease human-elephant conflict.**

Who May Apply

Proposals may be submitted by any African government agency responsible for African elephant conservation and protection, the CITES Secretariat, and any organization or individual with demonstrated experience in African elephant conservation.

Requirements

Proposals may be submitted in English or French, but French versions may require additional processing time and must be accompanied by a copy on diskette in either MS Word or Word Perfect. An original and an unbound copy should be accompanied by an introductory cover letter and the cover page form provided below. Documentation must demonstrate the participation and/or endorsement of the local government(s). Projects with matching funds (cash) or in-kind support (salaries, equipment, etc.) equal to or exceeding the amount requested from FWS are preferred.

Award Amount

Due to the limited funds available, preference will be given to proposals requesting \$60,000 or

less, but higher amounts may be requested.

Project Duration

Funding is usually for one year or less, but projects lasting more than one year may be proposed. Those requiring more than one year of funding will be required to compete on an annual basis through submission of additional proposals.

Reporting

Each grant recipient is required to submit regular progress and accounting reports. A final report that evaluates the success of meeting goals is required within six months of the project's completion.

Date For Proposal Submission

Proposals may be submitted throughout the year. Proposal review and processing may require up to six months for English versions and longer for French versions. Recipients are advised to specify a particular start date bearing in mind the necessary processing and administrative time.

How To Apply

Review the attached checklist and suggestions; use the following the outline to prepare your proposal.

A. COVER PAGE: Use the attached cover page format.

B. NARRATIVE: This section should contain the following:

- 1. Justification:** A succinct statement of the need for the project. Discuss why it is important that this project is implemented.
- 2. Objectives:** State the specific objectives to be achieved by the project. Discuss how they will lead to achievement of the goal of the conservation of the African elephant and fulfill the needs stated in the justification.
- 3. Methodology and work plan:** Describe the methods to be used in carrying out the project. The work plan must describe in sufficient detail how the work will be implemented, including the participation of other partners.
- 4. Schedule of accomplishments:** The proposal must provide a timetable for accomplishment of tasks including preparation of final report.
- 5. Anticipated benefits and outputs:** Identify the products, information or services to be provided by the proposed project.
- 6. Local Government support:** Verifiable evidence of support of the project by local governmental entities is required.
- 7. Monitoring and evaluation procedures:** Discuss monitoring and evaluation

procedures to be used to ensure the project goal and objectives are met.

8. Personnel and organizations involved: Provide the name of the person responsible for conducting the project and describe the organization's personnel and resources that will be employed by the project. Include their experience/qualifications and capacity to meet the project objectives.

C. BUDGET: A budget table must be presented with an itemized list of costs (*e.g.* for travel, equipment, supplies, etc., in U.S. dollars). This table must include a column for costs requested from the FWS and columns for costs to be covered by matching funds (cash) or in-kind support (salaries, equipment, etc.) to be provided by the grant recipient or other partners (if applicable). Assistance to cover salaries for personnel must be well documented and generally will be given a low priority unless the entities involved make a commitment to eventually absorb these costs. However, the recipient may use salaries as in-kind contributions to the project. Budget line items titled miscellaneous or contingencies are not acceptable.

D. SUBMIT PROPOSALS TO: Dr. Herb Raffaele, Chief, Office of International Affairs, U.S. Fish and Wildlife Service, 4401 N. Fairfax Drive, ARLSQ 730, Arlington, VA 22203-1622 USA; telephone: 703-358-1754; fax: 703-358-2849. Questions regarding the African Elephant Conservation Fund may be addressed to Dr. Richard G. Ruggiero at the above mailing address and fax; telephone: 703-358-2460; E-mail: Richard.Ruggiero@fws.gov.

AFRICAN ELEPHANT CONSERVATION FUND

(Cover Page/Grant Application)

Project Title: _____

Name and Title of Project Officer: _____

Organization: _____

Street Address: _____

City: _____ State/Province: _____ Country: _____

Mailing Address: _____

City: _____ State/Province: _____ Country: _____

Telephone: _____ Fax: _____ E-mail Address _____

Name and Title of Person to Contact: _____

Organization: _____

Street Address: _____

City: _____ State/Province: _____ Country: _____

Mailing Address: _____

City: _____ State: _____ Country: _____

Telephone: _____ Fax: _____ E-mail Address: _____

Signature of Applicant

(Signature)

(Title and Organization)

(Printed or Typed Name)

(Date)

AFRICAN ELEPHANT CONSERVATION FUND

Check List For Applicants

Use this check list to ensure that your proposal is complete and appropriate for this program. Submit a copy of your completed checklist with your proposal.

Check one or more of the following areas of African elephant conservation addressed by your proposal:

___ protection of at-risk elephant populations; ___ habitat/ecosystem conservation and management; ___ applied research on elephant populations and habitats including surveys and monitoring; ___ conservation education; ___ protected area/reserve management in important elephant range; ___ development and execution of elephant conservation action plans; ___ efforts to decrease human-elephant conflict.

Use the following check list of suggested items to see if they are fulfilled by your proposal.

- ___ The proposed work addresses a high priority of the conservation and management of *Loxodonta africana* and/or its habitat.
- ___ The project, where appropriate, involves the local wildlife agency in project planning, implementation, and follow-up.
- ___ Training is included, to the appropriate degree, which strengthens in-country elephant conservation efforts.
- ___ The goals and objectives are well defined and can be achieved by carrying out the proposed activities given the capabilities of the staff, the time available, and the proposed project funding level.
- ___ The methodology and work plan are well developed and lead to practical and attainable outputs (products, information or services).
- ___ The schedule of activities is well organized and can be accomplished within the available time and proposed project funding level.
- ___ The proposal includes monitoring and evaluation procedures which may be used to measure the success of the project.
- ___ The description of the personnel and organization undertaking the project discusses the experience of the staff and their capacity to effectively carry out the project.
- ___ Support for the project by the host country's government is documented in the proposal or accompanying letters.
- ___ The proposal explains how information developed in the project will be efficiently distributed to resource managers, researcher, and other interested parties.
- ___ The proposal discusses the potential for sustaining the project activities beyond the life of the project.
- ___ The proposal includes a budget table with an itemized list of costs in U.S. Dollars. This table must include a column for costs requested from the AfECF and columns for costs to be covered by matching funds (cash) or in-kind support (salaries, equipment, etc.) to be provided by the grant recipient or other partners.